

IMPORTANT NOTICE:

INCOMPLETE

ASBESTOS NESHAP NOTIFICATION FORMS

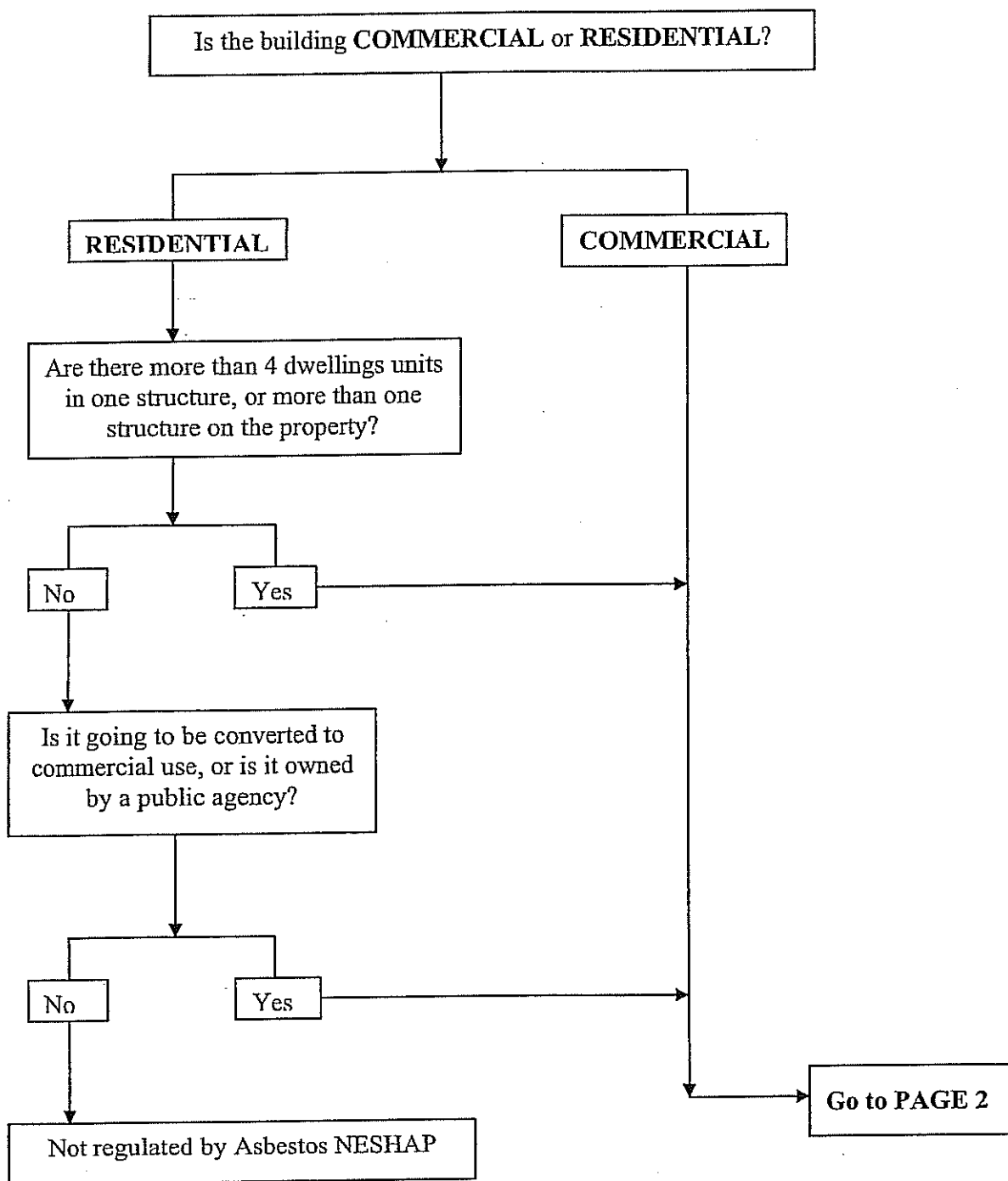
**WILL NOT BE
ACCEPTED !**

*ALL 18 (XVIII) INFORMATIONAL ITEMS
OF THE NOTIFICATION FORM MUST BE
ADDRESSED – SEE THE ATTACHED
INSTRUCTION SHEET!*

NCUAQMD requirements for completing the application form;
"NOTIFICATION OF DEMOLITION OR RENOVATION SUBJECT TO NESHAP's"

- ◆ First and foremost, **ALL** eighteen (18) boxes requiring information **MUST** be acknowledged with an answer.
- ◆ This means if the box request information that does not apply to your specific project, you must respond with a Not Applicable (N/A).
- ◆ The application must be typed, or completed in ink.
- ◆ Be sure in item ten (X), to describe & explain the type and scope of construction methods to be used on the entire project. Add addendum sheets if necessary.
- ◆ Be sure in item eleven (XI), to attach a thorough and complete plan which describes & explains the exact work practices and control strategies to be utilized to prevent asbestos emissions. Add addendum sheets if necessary.
- ◆ The application must be signed by the responsible party(ies).
- ◆ If this is a DEMOLITION Project, the application **MUST** be accompanied by a valid asbestos survey for the project.
- ◆ If this is a DEMOLITION Project, you **MUST** have a Certified Asbestos Consultant (CAC) perform the survey and assist and guide you through the NESHAP aspects of the project.
- ◆ If this is a Commercial RENOVATION Project, you should have a Certified Asbestos Consultant (CAC) assist and guide you through the NESHAP determinations for the project.
- ◆ If your CAC is unable to answer your question(s), please call 707.443.3093 to make an appointment to speak with Inspector, Eric Bruckner.

GUIDE TO HANDLING ASBESTOS NESHAP QUESTIONS



Prior to commencing any activity, a California Certified Asbestos Consultant (CAC) must complete a thorough inspection for the presence, quantity and categories of asbestos-containing material (ACM). [Asbestos Survey].

Is the quantity of Regulated Asbestos Containing Material (RACM), to be disturbed, at least 260 lineal feet, 160 ft², or 35 ft³?

No

Yes

Is the project a **DEMOLITION** (intentional burning, or removal of any load-bearing structural member of building)?

No

Yes

Only required to provide copy of the asbestos survey upon request.

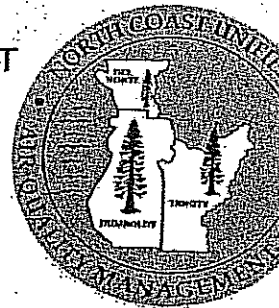
Go to PAGE 3

REGULATED RENOVATIONS AND DEMOLITIONS

- 1) Submit Asbestos Survey and Notification for project at least 10 working days prior to project start date.
- 2) Demolitions:
 - a) Require a \$200.00 notification fee (unless building donated to fire dept. for training purposes – then inspection fee is reduced to \$30.00).
 - b) (Regulation IV, Rule 401, §1.1.2) A separate \$200.00 fee is required if Asbestos Abatement is required for **Demolition** Projects.
- 3) Renovations require only a \$200.00 notification fee.
- 4) IF, after notification has been submitted, quantity of asbestos containing material (ACM) changes by at least 20%, then update notification.
- 5) IF, after notification has been submitted, start date changes to a date after the original start date, then notify by phone as soon as possible AND provide written notice as soon as possible AND no later than original start date.
- 6) IF, after notification has been submitted, start date changes to a date earlier than the original start date, then provide written notice at least 10 days prior to the new start date.

**IN NO EVENT SHALL A PROJECT START ON A DATE OTHER THAN THE DATE
CONTAINED IN WRITTEN NOTICE OF NEW START DATE (40 CFR 61.145 (b) (iv) (C))**

NORTH COAST UNIFIED AIR QUALITY MANAGEMENT DISTRICT
2300 Myrtle Avenue, Eureka, CA 95501
Phone: (707) 443-3093 • Fax: (707) 443-3099



COMPLIANCE ADVISORY
ASBESTOS NESHAP APPLICABILITY
TO DEMOLITION AND RENOVATION PROJECTS

In order to reduce the public's potential exposure to airborne asbestos, the Environmental Protection Agency (EPA) established the asbestos National Emission Standards for Hazardous Air Pollutants (NESHAP) regulation. The asbestos NESHAP regulates the demolition and renovation of buildings containing asbestos materials including, but not limited to fireproofing and insulating materials, paints, cements, joint compounds, and floor tiles. The regulation applies to commercial structures, industrial structures, and housing units having greater than four dwelling units. Single family dwellings are *generally* exempt. The following is a summary of some of the important NESHAP requirements. Other regulations may apply. For example, CAL/OSHA requires that the asbestos survey be completed by a Certified Asbestos Consultant (CAC) or by a Site Surveillance Technician, under the supervision of a CAC.

Definitions

Demolition – the wrecking or removal of any load supporting structural member of a building. Moving a structure from one location to another and the burning of a structure are also considered demolitions.

Regulated Asbestos Containing Material – (a) friable asbestos material; (b) Category I non-friable material that has become friable; (c) Category I material that has or will be subjected to grinding, sanding, cutting, or abrading; (d) Category II non-friable material that has a high probability of becoming crumbled, pulverized, or reduced to powder by forces expected to act upon the material in the course of demolition or renovation operations.

Renovation – altering a facility or one or more facility components in any way; this includes and is not limited to the stripping or removal of Regulated Asbestos Containing Material (RACM) from a facility component. Also included are projects on the exterior of a structure, such as façade enhancements or remodels.

Prior to beginning any demolition or renovation activity, the structure must be thoroughly surveyed for the presence of asbestos containing material. Survey must be conducted by an AHERA-accredited Building Inspector (40 CFR 763, Subpart E, App. C).

For a renovation – Upon completion of the asbestos survey, determine if the combined amount of RACM to be stripped, removed, dislodged, cut, drilled or similarly disturbed during a renovation is at least 260 linear feet (on pipes), 160 square feet (i.e. flooring, drywall), or 35 cubic feet in volume whichever is least. If the amount of RACM is at least the threshold amounts, District notification prior to the removal is required.

For a demolition – Upon completion of the asbestos survey, a demolition notification form must be submitted to the District at least 10 working days prior to the start date of the demolition. Notification of a demolition is required regardless of the amount of asbestos present. When asbestos-containing material of a quantity greater than or equal to the threshold amounts above will be removed prior to demolition, a separate notification is required.

Other Training Requirements – When removing or disturbing RACM, an AHERA-accredited Contractor/Supervisor must be present and all workers must be AHERA-accredited Workers (40 CFR 763, Subpart E, App. C). All training must be current.

♦Violations of NESHAP regulations can be prosecuted as felony offenses carrying penalties of \$25,000 per day per offense.♦

For further clarification or additional guidance, contact the District office at (707) 443-3093.

ASBESTOS DEMOLITION AND RENOVATION NOTIFICATION FORM

GENERAL INFORMATION

The Asbestos NESHAP, 40 CFR Part 61, Subpart M, requires written notification of demolition or renovation operations under Section 61.145. This form may be used to fulfill this requirement. Only complete notification forms are acceptable. Incomplete notification may result in enforcement action.

This notification should be typewritten and postmarked or delivered no later than ten days prior to the beginning of the asbestos removal activity (dates specified in Section VIII) or demolition (dates specified in Section IX). Please submit the form, along with the appropriate fee, to:

NORTH COAST UNIFIED AQMD
2300 MYRTLE AVENUE
EUREKA, CA 95501

INSTRUCTIONS

- I. Type of Notification: Enter "O" if the notification is a first time or original notification, "R" if the notification is a revision of a prior notification, or "C" if the activity has been cancelled.
- II. Facility Information: Enter the names, addresses, contact persons and telephone numbers of the following:
 - Owner: Legal owner of the site at which asbestos is being removed or demolition planned
 - Asbestos Removal Contractor: Certified asbestos contractor hired to remove asbestos (include DOSH registration #)
 - Other Demolition or Renovation Operator: Demolition contractor, general contractor, or other person who leases, operates, controls, or supervises the site (fire dept if training burn).
- III. Type of Operation: Enter "D" for facility demolition, "R" for facility renovation, "O" for ordered demolition, or "E" for emergency renovation. Fire training burns are considered facility demolitions ("D").
- IV. Is Asbestos Present?: Answer "yes" or "no" regardless of the amount of asbestos present.
- V. Facility Description: Provide detailed information on the areas being renovated or demolished. If applicable, provide the floor numbers and room numbers where renovations are to be conducted.
 - Site Location: Provide information needed to locate site in event that the address alone is inadequate.
 - Building Size: Provide in square meters or square feet.
 - No. of Floors: Enter the number of floors including basement or ground floors.
 - Age in Years: Enter approximate age of the facility.
 - Present Use / Prior Use: Describe the primary use of the facility or enter the following codes: H - hospital; S - school; P - public building; O - office; I - industrial; U - university or college; B - ship; C - commercial; or R - residential.
- VI. Asbestos Detection Procedure: Describe methods and procedures used to determine whether asbestos is present at the site, including a description of the analytical methods employed. **Building inspections must be performed by an AHERA-accredited Building Inspector (40 CFR 763, Subpart E, App. C).** Include copy of current accreditation. If an inspection report has been prepared by a consultant for the facility please include a copy with the notification.
- VII. Approximate Amount of Asbestos, Including: (1) Regulated asbestos containing material (RACM) to be removed (including nonfriable ACM to be sanded, ground, or abraded); (2) Category I ACM not removed; and (3) Category II ACM not removed. For both removals and demolition, enter the amount of RACM to be removed by entering a number in the appropriate box and an "X" for the unit. For demolition only, enter the amount of Category I and II nonfriable asbestos not to be removed in the appropriate boxes. Category I nonfriable material includes packing, gasket, resilient floor covering, and asphalt roofing materials containing more than one percent asbestos. Category II nonfriable material includes any material, excluding Category I products, containing more than one percent asbestos, that when dry, cannot be crumbled, pulverized, or reduced to powder. Facilities to be used for fire training purposes must have all materials containing more than one percent asbestos removed.
- VIII. Scheduled Dates of Asbestos Removal: Enter scheduled dates (month/day/year) for asbestos removal work. Asbestos removal work includes any activity, including site preparation, which may break up, dislodge, or disturb asbestos material. **These dates must be accurate.** Asbestos removal work occurring prior to the start date or after the end date is a violation and could result in substantial enforcement action. If these dates change, notify the District immediately, by submitting a revision request form.
- IX. Scheduled Dates of Demo/Renovation: Enter scheduled dates (month/day/year) for beginning and ending of the planned demolition or renovation. For fire training burns this is the time period when the actual fire training burn will take place. **These dates must be accurate.** Demolition or renovation activity occurring prior to the start date or after the end date is a violation and could result in substantial enforcement action. If these dates change, notify the District immediately, by submitting a revision request form.
- X. Description of Planned Demolition or Renovation Work, and Method(s) to be Used: Include here a description of the overall work being done and the techniques being used. A work plan can be attached to address this item.

- XI. Description of Engineering Controls and Work Practices to be Used to Control Emissions of Asbestos at the Demolition or Renovation Site: Describe the work practices and engineering controls selected to ensure compliance with the requirements of the regulation, including removal and waste handling emission control procedures. A work plan can be attached to address this item.
- XII. Waste Transporter(s): Enter the name, addresses, contact persons and telephone numbers of the persons or companies responsible for transporting ACM from the removal site to the waste disposal site. If the removal contractor or owner is the waste transporter state "same as owner" or "same as removal contractor".
- XIII. Waste Disposal Site: Identify the waste disposal site, including the complete name, location, and telephone number of the facility. If ACM is to be disposed of at more than one site, provide complete information on an additional sheet submitted with the form.
- XIV. If Demolition Ordered by a Government Agency: Provide the name of the responsible official, title and agency, authority under which the order was issued, the dates of the order and the dates of the ordered demolition. Include a copy of the order with the notification.
- XV. Emergency Renovation Information: Provide the date and time of the emergency, a description of the event and a description of unsafe conditions, equipment damage or financial burden resulting from the event. The information should be detailed enough to evaluate whether a renovation falls within the emergency exception.
- XVI. Description of Procedures to be Followed in the Event that Unexpected Asbestos is Found or Previously Nonfriable Asbestos Material Becomes Crumbled, Pulverized, or Reduced to Powder: Provide adequate information to demonstrate that appropriate actions have been considered and can be implemented to control asbestos emissions adequately, including at a minimum, conformance with applicable work practice standards. Typically these will include a work stoppage, wetting of material, and notification to the District.
- XVII. Certification of Presence of Trained Supervisor: Certify that a person trained in asbestos removal procedures and the provisions of this regulation will be on-site and supervise the demolition or renovation. **When handling RACM, the supervisor must be a current AHERA-accredited contractor/supervisor, and the workers must be AHERA-accredited workers (40 CFR 763 Subpart E App. C).** The supervisor is responsible for the activity on-site. Evidence that the training has been completed by the supervisor must be available for inspection during normal business hours.
- XVIII. Verification: Please certify the accuracy and completeness of the information provided by signing and dating the notification form.

FEES AND OTHER REQUIREMENTS

Demolition - OR - Renovation Notifications	\$200	
Asbestos Abatement (with Demolition Projects)	\$200	(Regulation IV, Rule 401, §1.1.2)

- All fees must accompany the notification form.
- Notification forms must be mailed or hand delivered to the District office; faxes are acceptable, if followed by the original within three (3) days.
- Notifications must be received or post-marked at least 10 business days prior to the start of demolition or renovation.
- Incomplete forms will be returned for correction. The 10 day clock does not start until a correctly completed notification is received by the District office.
- If a person cancels a notification, they may request a fee refund provided:
 1. the fee has been paid,
 2. the District has not performed an inspection,
 3. the request is in writing,
 4. and the request is made within ten days following cancellation.
- When a Fire Department receives a fee or donation from the property owner of a structure that is to be used for fire training purposes, the notification/inspection fee noted above shall be paid. Coordinated Burn Authorization Permits are required for Fire Department training burns; however they are exempt from the permit fees (Regulation II, Rule 201, 6.2).
- Rule 401

§1.1.2 Where a demolition project includes the removal of Regulated Asbestos Containing Material from a facility prior to the wrecking of the structure, the removal is treated as a separate renovation project for the purposes of fees, although they may be included in a single notification. This requires a second \$200.00 fee.
- Any demolition or renovation project that requires physical barriers for the purpose of controlling asbestos emissions (containment) shall install transparent viewing ports which allow observation, to the extent possible, of all stripping and removal of regulated asbestos containing material from outside the containment area.

Questions on completing the asbestos demolition / notification form, or on the NESHAP regulations covering asbestos, can be directed to District staff at (707) 443-3093.

NORTH COAST UNIFIED AIR QUALITY MANAGEMENT DISTRICT

NOTIFICATION OF DEMOLITION OR RENOVATION SUBJECT TO NESHA's (40 CFR PART 61.145)

IMPORTANT: Notifications must be signed in ink. All numbered items must be addressed, regardless of applicability e.g., enter N/A where numbered items don't apply to your project. Only originals accepted.

Operator Project #	Postmark	Date Received	Notification #
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I. TYPE OF NOTIFICATION Circle One: (O = Original R = Revised C = Canceled)

II. FACILITY INFORMATION (Identify owner, removal contractor and any other contractors)

OWNER NAME:

Address:

City:

State:

Zip:

Contact:

Tel:

ASBESTOS REMOVAL CONTRACTOR:

DOSH Reg #

Address:

City:

State:

Zip:

Contact:

Tel:

OTHER DEMOLITION OR RENOVATION OPERATOR:

Address:

City:

State:

Zip:

Contact:

Tel:

III. TYPE OF OPERATION (D = Demolition O = Ordered Demolition R = Renovation E = Emergency Renovation)
Circle One:

IV. IS ASBESTOS PRESENT Circle One: (Yes No)

V. FACILITY DESCRIPTION (Include building name, number and floor or room numbers)

Bldg. Name:

Address:

City:

State:

County:

Site Location:

Building Size:

of Floors:

Age in Years:

Present Use:

Prior Use:

VI. PROCEDURE USED TO DETECT THE PRESENCE OF ASBESTOS MATERIAL (an inspection report can be attached instead of completing items VI and VII):

VII. APPROXIMATE AMOUNT OF ASBESTOS, INCLUDING:

1. Regulated ACM to be Removed
2. Category I ACM Not Removed
3. Category II ACM Not Removed

RACM To Be Removed

Nonfriable Asbestos Material
Not To Be Removed

Indicate Unit of Measurement
Below

			Category I	Category II	Units	
Pipes					Ln Ft:	Ln m:
Surface Area					Sq Ft:	Sq m:
Vol. RACM Off Facility Component					Cu Ft:	Cu m:

VIII. SCHEDULED DATES ASBESTOS REMOVAL
(MM/DD/YY)

Start:

Complete

IX. SCHEDULED DATES DEMO/RENOVATION (MM/DD/YY)

Start:

Complete

X. DESCRIPTION OF PLANNED DEMOLITION OR RENOVATION WORK, AND METHOD(S) TO BE USED:

NOTIFICATION OF DEMOLITION OR RENOVATION (continued)

XI. DESCRIPTION OF WORK PRACTICES AND ENGINEERING CONTROLS TO BE USED TO PREVENT EMISSIONS OF ASBESTOS AT THE DEMOLITION OR RENOVATION SITE (attach work plan, if appropriate):

XII. WASTE TRANSPORTER #1

Name: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Contact Person: _____ Tel: _____

WASTE TRANSPORTER #2

Name: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Contact Person: _____ Tel: _____

XIII. WASTE DISPOSAL SITE

Name: _____ Tel: _____
 Address: _____
 City: _____ State: _____ Zip: _____

XIV. IF DEMOLITION ORDERED BY A GOVERNMENT AGENCY PLEASE IDENTIFY THE AGENCY BELOW (attach copy of demolition order):

Name: _____ Title: _____
 Authority: _____
 Date of Order (MM/DD/YY): _____ Date Ordered to Begin (mm/dd/yy): _____

XV. FOR EMERGENCY RENOVATIONS

Date and Hour of Emergency (mm/dd/yy): _____
 Description of the Sudden, Unexpected Event: _____
 Explanation of how the event caused unsafe conditions or would cause equipment damage or an unreasonable financial burden: _____

XVI. DESCRIPTION OF PROCEDURES TO BE FOLLOWED IN THE EVENT THAT UNEXPECTED ASBESTOS IS FOUND, OR PREVIOUSLY NONFRIABLE ASBESTOS MATERIAL BECOMES FRIABLE:

XVII. I CERTIFY THAT AN INDIVIDUAL TRAINED IN THE PROVISIONS OF THIS REGULATION (40 CFR PART 61, SUBPART M) WILL BE ON-SITE DURING ALL ASBESTOS ABATEMENT, AND EVIDENCE THAT THE REQUIRED CERTIFICATION ACCOMPLISHED BY THIS PERSON WILL BE AVAILABLE FOR INSPECTION BY REGULATING AUTHORITIES DURING NORMAL BUSINESS HOURS.

 (Print Name of Owner/Operator) (Signature of Owner/Operator)

XVIII. I CERTIFY THAT THE ABOVE INFORMATION IS CORRECT.

 (Print Name of Owner/Operator) (Signature of Owner/Operator)

Any owner or operator of a demolition or renovation project which is subject to 40 CFR-61, Subpart M (NESHAPS) for asbestos and is required to submit a written notification of the demolition/renovation to the District shall submit with the notification form the following fee:

Single DEMOLITION -- OR -- RENOVATION PROJECTS \$200.00
 ASBESTOS ABATEMENT accompanying a demolition (Regulation IV, Rule 401, §1.1.2) \$200.00

If a Fire Department receives a fee or donation from the property owner of a structure that is to be used for fire training purposes, the demolition/renovation fees noted above shall apply. Otherwise, Fire Department training burns shall be exempted from fees as noted above.